

PARENT/ATHLETE Handbook

**MARENGO COMMUNITY HIGH SCHOOL
DISTRICT 154**

HOME OF THE INDIANS

2009-2010

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DISTRICT ATHLETIC PHILOSOPHY

The goal of the extracurricular program at Marengo Community Unit School District 154 is to provide opportunities for students to participate in a variety of programs that develop physical skill, emotional maturity, social competence and moral values.

A sound extracurricular program teaches participants the value of cooperation as well as the sport of competition. Students learn the importance of hard work and commitment and work to develop leadership skills. The student learns to work with others and to set and achieve goals.

The Marengo extracurricular program is an extension of the educational mission set forth by the Board of Education. It is expected that through the experience of extracurricular programs students will be better prepared to meet the challenges of the future and become productive members of society.

MISSION STATEMENT

The mission of the Marengo High School Athletic Department is to shape tomorrow's leaders by allowing dedicated student athletes the opportunity to develop strong character, leadership, integrity and teamwork through cooperative practices and competition.

ATHLETIC DEPARTMENT GOALS AND OBJECTIVES

- To provide student athletes with an enjoyable and satisfying experience
- To provide the teaching of fundamentals appropriate to the various age groups
- To develop sportsmanship and an appreciation for good sportsmanship
- To develop a sense of self-worth, character and purpose in each athlete
- To promote high standards of achievement
- To promote and provide high ethical standards
- To provide leadership of the highest quality by the coaching staff
- To emphasize academic excellence for all students
- To provide athletes with a broad variety of sports opportunities
- To provide athletes with freedom of choice in selecting their sports
- To consider the safety of each participant to be of paramount importance

OVERALL ATHLETIC POLICIES, PROCEDURES, AND GUIDELINES

PRE-SEASON PARENT/ATHLETE MEETINGS

At the beginning of each season, the athletic department will host a pre-season meeting for parents and athletes. This meeting is mandatory for all coaches, parents, and athletes. The first part of the meeting will be a general session in which the athletic director will address common issues related to athletic participation. The second session will be individual teams and coaches discussing expectations and rules that apply to the specific sport. Coaches, athletes, and parents must attend one general session during the school year and must attend all team meetings before each sport.

ELIGIBILITY

Players are students first and athletes second. Players must be passing 4 core subjects on a week-to-week basis in order to be eligible. Players that are ruled ineligible will practice with the team but will not dress for games/matches/events during that week. Ineligible players must show up to all home and away events as deemed necessary by each individual coach.

TIME IN-SCHOOL

Player must be in attendance prior to the start of 4th hour to participate in practices or games. Players must be in attendance 4th through 7th hours to participate. The coaches expect all athletes to show up to school on time on days of games and days after games unless due to an illness. Doctor visits and other scheduled appointments do not affect this policy.

ABSENCES/TARDIES

Excused absences: Players who miss a practice or contest for an illness, a required school related function, or a family emergency will be excused. It is the player's responsibility to contact their coach as soon as possible prior to the absence, if possible.

Unexcused absences: Players who miss a team practice or contest for non-school related functions, non-emergency reasons will be considered unexcused. Unexcused athlete absences will be punished at the discretion of each individual coach and may include removal from the team.

Tardies: Players who arrive late to practice may be penalized at the discretion of the coach. Remember "If you're early... you're on time; if you're on time... you're late; if you're late... you're probably being punished."

SCHOOL DISCIPLINE

Players who are disciplined by the school for breaking school rules will be subject to the school disciplinary process and any athletic disciplinary actions that may apply. Players are expected to conduct themselves in a way that shows their commitment to represent themselves, their families, their school and the athletic program with pride, dignity, and respect. Athletes need to learn to take care of themselves and not become guilty by association. They must learn to remove themselves from situations that can jeopardize their academics and/or their athletic eligibility.

PLAYING TIME

Players will not have equal playing time nor is playing time guaranteed. Playing time will not be discussed. A meeting (on a non-game day) can be setup with the coach(s), parent(s), and athlete to discuss ways for the player to improve. If necessary a follow-up meeting may be setup with the coach(s), parent(s), athlete, and athletic director to further discuss any issue.

GAME DAYS

Athletes must make sure to bring all required materials on game days. Athletes are also expected to bring practice clothing/gear in case of a game cancellation.

TRANSPORTATION

Athletes are expected to travel to and from games with their team. The coach may waive this rule if he/she has written permission from the athlete's parents. Athletes cannot ride home with another athlete's parents unless prior arrangements have been made and there is administrative approval. Athletes may not ride home with other athletes or friends.

SPORTSMANSHIP

Students, participants and spectators are expected to practice the ethics of competition and principles of good sportsmanship whether at home events, events at other schools or in the community. Any person found to be in violation of these ethics and principles may be barred from interscholastic contests either as a participant or as a spectator. The faculty, coaches and administration of MCHS consider good sportsmanship to be one of the important ingredients of healthy competition and athletic success. Nothing less is expected of the fans who attend our contests, the athletes who participate, and the coaches who provide guidance and leadership. We encourage all participants to cheer for our Indians, but in addition, recognize the performance of others, respect the opponent and the efforts of the officials, and enjoy watching the contest. Thank you for demonstrating good sportsmanship the Marengo way!

EXTRA/CURRICULAR CODE OF CONDUCT

Marengo Community High School District 154 is committed to providing all students with a variety of opportunities to learn the skills necessary for them to reach their potential as citizens in a global society. The extracurricular program expands the learning opportunities available to students and enhances the academic program.

District 154 offers extensive and diverse extracurricular programs to provide expanded learning opportunities to students who wish to develop special skills and talents to a higher level. While involvement in these activities is voluntary, it is also a privilege and students choosing to participate take on extended responsibilities as special representatives of their school and community. These responsibilities hold the student to a higher standard of conduct as a condition of participation.

The Extra-Curricular Code of Conduct outlines the expectations for those who choose to be involved in Marengo Community High School (MCHS) extra-curricular programs. These guidelines also define the rights of our students that will accompany such responsibilities. These rights include a due process procedure that is designed to be consistent and fair to all concerned. The following is a list of all extra-curricular activities to which this code of conduct applies:

Academic Bowl	AFS	All Athletics
Class Officers	Chess Club	Colorguard
Drama Club/Play/Musicals	FFA	HOSA
Jazz Band	Math Team	Media Club
Multi-Cultural Club	National Honor Society	Reading Club
SkillsUSA	Snowball	Student Council
WYSE	Yearbook	

The school expects that all students who choose to participate in the extra-curricular programs of their choice will honor these guidelines. We consider participation in these programs to be a privilege, not a right. The school must clearly communicate the expectations of this handbook to all students and respond to all violations in a fair and expedient manner, within the guidelines defined in this guide.

We believe these rights and responsibilities for students and the school will help make participation in our extra-curricular programs a strong and enduring learning experience. We hope that the experience will be meaningful and enjoyable for all involved and will increase learning opportunities for all students.

REQUIREMENTS FOR PARTICIPATION

Marengo Community High School believes that each potential participant should make an informed decision to participate in extra-curricular programs. Students shall comply with Board of Education Policy 7:300 regarding participation in extra-curricular activities.

Student participation in Board of Education-approved extra-curricular activities is contingent upon the following:

The student must attain the academic standards set forth in the Student Handbook.

The Extra-Curricular Code of Conduct will not replace the District 154 Disciplinary Guidelines, but will be enforced in conjunction with/or in addition to those disciplinary guidelines. This code in no way restraints the authority of the administration or Board to impose suspensions or expulsions upon a student under its policies.

EXPECTATIONS OF PARTICIPANTS

▪ **Attendance**

Students must be in school prior to the start of 4th hour to participate in practices, games, or activities. Students must be in attendance 4th through 7th hours to participate.

The Principal or Assistant Principal may approve other situations that pertain to attendance.

▪ **Equipment**

The school will issue specific equipment, which the participant must care for or replace at cost. All uniforms and issued equipment shall be returned to the faculty member in charge within one week (7 school days) following the end of the last contest. Participants who fail to return the uniform or pay for the equipment issued prior to the start of any sport season shall not participate in the next season until the debt is removed. Participants may appeal only to the athletic director who may confer with the principal.

▪ **Financial Responsibility**

Participants will be financially responsible for equipment lost, stolen or damaged outside of regular use.

▪ **Safety/Designated Area**

There should be no horseplay in areas of participation. Any inappropriate language or actions, as well as careless use of facilities will be dealt with severely.

MAJOR RULE INFRACTIONS

All students attending MCHS are potential participants of extra-curricular activities. Therefore, the code of conduct applies to students when they begin school at MCHS. ***The behavior code is in effect twelve months of the year, seven days a week, twenty-four hours a day, in and out of season, and on and off school grounds until the end of the spring sport playoff season of a student's senior year.***

The violations and infractions for each of these codes will be as indicated in this document. An individual participating in an extra-curricular activity will face disciplinary consequences for violating each code.

- Possession, consumption or sale of alcohol, harmful or illegal drugs, look alike drugs, and/or anabolic-androgenic steroids
- Use or possession of any form of tobacco
- Major unsportsmanlike conduct
- Attendance at activities involving the illegal consumption of alcohol or any illegal substance. Arrest or ticketing by police, a report by a staff member, and a report by the parent or admission by the student shall constitute notice for this infraction. Students are responsible for being aware of their surroundings and if illegal consumption is taking place they must take immediate steps to leave the activity safely (or if hosting an activity, take immediate steps to have the offending individual(s) leave safely).
- Any level IV (as listed below) misconduct or ***activity that requires Police notification.*** Level IV offenses are very serious acts. Many of these actions will involve the police. Level IV violations include but are not limited to the following:
 1. Continuation of Level III offense (as listed in student handbook)
 2. Fighting
 3. Use or possession of alcohol, or having the odor of alcohol
 4. Use or possession of drugs or look-alike drugs, or having the odor of drugs
 5. Possession of a weapon
 6. Threats involving the safety of students or staff (Bomb threats, etc.)
 7. Setting off false fire alarm
 8. Activating a 911 call button falsely
 9. Assault to staff member or student
 10. Stealing school property (including tests, etc.)
 11. Gang-related items (clothing, signs, signals, etc.)
- ***Any commission of a criminal activity/arrest may result in a suspension upon review of the Principal, Assistant Principal, Athletic Director and Coach.***
- Any commission of a criminal act defined as a felony

DISCIPLINARY ACTIONS FOR MAJOR RULE INFRACTIONS

When evidence of a violation of the behavior code occurs, disciplinary action will be taken in consecutive order for each offense throughout the individual's high school career by the athletic director, principal or his designee. Written parent contact will be made. If the individual and/or parent wishes to appeal the decision; that appeal can be made in writing to the high school principal within five school days of written notification.

First Offense

Suspension for **55%** of the regular season dates scheduled for that activity. If the number of suspended dates is a fraction, that number will be rounded to the next whole number. The participant is expected to attend all practices, follow all of the coach's rules, and attend but not dress for all of the competitions. In the case of a student not fulfilling the **55%** of the season's dates because of the season coming to an end, the remaining percentage will be used in the next activity they participate in. (Example: a student has a major rule infraction just before the last football game. With just one game remaining, only 11% of the 55% suspension is served. The remaining 44% would have to carry over to the next activity. If the activity was basketball, this student would then miss 44% of the basketball schedule.)

Second Offense

One year suspension from all activities covered by the code of conduct for one calendar year from the date of the offense. No award will be earned.

Third Offense

Career suspension from all extra-curricular activities from the date of the offense through graduation. No award will be earned.

*A student may be eligible to participate after his/her third offense after 2 years of no infractions. The 2 years would be 2 calendar years after the third infraction.

**If a student is in violation of a major rule infraction but does not participate in any activities, he/she would be eligible to participate one calendar year after the infraction.

GENERAL INFORMATION REGARDING SUSPENSIONS

If a student is involved in simultaneous activities, the suspension will be served concurrently in all of the activities. However, students will not be allowed to join extra-curricular activities already in order to avoid an athletic suspension.

Athletes are not allowed to participate in a sport for the purpose of serving a suspension in that sport rather than one where the student has a record of consistent participation. Penalties for violations are to be enforced in conjunction with the athlete's record of participation. It is recognized that freshman and sophomores may not have established a consistent record of participation.

Example: A third year football player who has been suspended for 55% of the season may not join any other activity that he/she has not participated in during the past in order to avoid the suspension.

If the participant finishes the season in good standing, the individual will be eligible for an award. If the suspension is carried over to the next activity in which the individual participates, an award may be given after the suspension is completed.

In order for the suspension to be considered served, the participant needs to successfully complete the season. Violations during school, at school functions or on school grounds follow present school handbook consequences.

ACTIONS TO REDUCE CONSEQUENCES

****Only one of the two may be applied**

Option 1 – The consequence of the first violation of an activity regulation which is first reported by the student or the parents of the extracurricular participant shall be **reduced to 33%** of the actual participation dates or performances but not less than one date or performance. Exception: If a student has been arrested or is named in a police report the school is automatically notified by police through the reciprocal reporting agreement, therefore Option 1 is not available. Exception: If a student has been arrested or ticketed by police via the reciprocal reporting agreement, or reported by a staff member, Option 1 is not available.

(Or)

Option 2 – The consequence of a first violation of an activity rule may be reduced by any extracurricular participant who, at his/her own expense, participates in and completes a program approved by the administration for substance abuse. The consequence of the first violation may **be reduced to 33%** the actual participant dates or performances but not less than one date or performance.

DUE PROCESS

The following due process procedure shall be used in cases of suspension or dismissal in all athletic/cheerleading programs.

1. The Athletic Director (AD) or Asst. Principal will meet with the student to inform him/her of the allegations. Parents/guardians will be informed of the allegations by the AD or Asst. Principal. If no disciplinary action is to be taken, due process ends.
2. The AD or Asst. Principal will request a conference with the parent/guardian and participant to discuss the allegations and disciplinary action.
3. The AD or Asst. Principal will determine the consequences as stated in this document and inform the participant, as well as the parent/guardian.

MINOR RULE INFRACTIONS

These rules will be distributed at the first extracurricular meeting by the individual coach or sponsor and will only affect that sport or activity. Disciplinary action will be left up to the individual in charge of that activity. If the individual and/or parent wish to appeal the decision, that appeal can be made within 48 hours to the high school athletic director, principal, or assistant principal.

SCHEDULING CONFLICTS

The scheduling of activities often results in conflicts that cannot be resolved. They are beyond the control of the local school. A general guideline is that students will be required to participate in activities as listed in the descending order listed below. The decision is not up to the student, coach or sponsor as to which activity the student will participate in when conflicts occur. The student has a responsibility and commitment to his/her respective organizations and teams.

State team
 State individual
 Conference tournaments
 Conference team
 Conference individual events
 Previously scheduled events
 Rescheduled events

If two events of equal priority are scheduled at the same time, then and only then, will it be the student's choice to determine the event that he/she will be participating in.

THEFT/VANDILISM DESTRUCTION

Participants are expected to respect the property and possessions at our school and other schools. In situations involving theft, vandalism, etc., the policy as set forth in the Parent-Student Handbook will be invoked.

WARNING OF RISK

Students and parents are to be aware that athletic and activity participation has inherent dangers and risks. Even though participation and practice is within the rules of the activity and students follow the instructions of the coach or sponsor, students may suffer a catastrophic injury. Their injuries may include, but are not limited to, death, serious head, neck or spinal injuries that may result in complete or partial paralysis or brain damage. Serious injury to any of the internal organs, bones, ligaments, muscles; tendons or other aspects of the muscular-skeletal system are possible. The injuries that may occur may affect the student's future ability to participate in athletics and activities, earn a living, or engage in other business and social activities. To attempt to avoid the possibility of injury, students should follow the coaches' or sponsors' instructions regarding techniques, training and team rules at all times, and participate within the rules of the sport and/or activity.

Conference and State Affiliations

BIG NORTHERN CONFERENCE (BNC)

Marengo High School is presently one of twelve members of the Big Northern Conference. The conference is divided into two divisions; East and West. MCHS is a part of the East division with the following schools: Central (Burlington), Hampshire, Harvard, North Boone and Richmond Burton. The West division is made up of Byron, Genoa-Kingston, Oregon, Rockford Lutheran, Stillman Valley and Winnebago. Games played as against the West division are considered "cross-over games" and do not count in the conference standings. The Big Northern Conference has a set of By-Laws that all member schools must adhere to.

ILLINOIS HIGH SCHOOL ASSOCIATION (IHSA)

Marengo High School is a member of the IHSA and agrees to abide by the rules and regulations of that organization.

ATHLETIC TRAINING POLICIES

It is the intent of the Athletic Trainer to provide the best health care coverage as possible for the student athletes at Marengo High School. The athletic trainer is here to prevent, evaluate, treat and rehabilitate all athletic injuries. In an athlete is injured at any time they must report it to the athletic trainer.

Injury Care and Treatment

The athletic trainer will oversee all injury treatment and care. The athletic trainer will take care of emergency transportation, medical referral, and medical follow up. The coach of the injured athlete will be informed and consulted if at all possible. The athletic trainer will work with the athlete and coach on rehabilitation. The athletic trainer and/or the consulting physician will decide an injured athlete's ability to participate. If the coach and the athletic trainer cannot come to consensus, the athletic trainer's decision will be followed.

Trainer Coverage During Practice

1. The athletic trainer will be available for practices, either in the training room or at the practice site unless there is a conflict.
2. The training room hours will be from approximately 1:30 PM until the last practice of the day has finished. Changes will be made to these hours according to practice schedules.

Trainer Coverage During Events

1. The athletic trainer will cover all home games/events as deemed necessary according to sport classification i.e. collision, contact, or non-contact. When there is an overlap of events arrangements will be made for coverage.
2. Some athletic teams will have the athletic trainer travel with them as deemed necessary. Those teams that do not have an athletic trainer with them will have medical supplies available.

ATHLETIC BOOSTER CLUB

The Marengo High School Athletic Booster Club serves the athletes and coaches of Marengo High School by providing services and monetary support to the total program. Meetings are held on the second Monday of each month at 6:30 pm in the high school commons. All parents of MCHS athletes are invited and encouraged to join the Booster Club.

PARENT HELPFULS

Thank you for helping your athlete to become the person they are today. If it were not for you, he/she would not have the opportunities that she has today. It is a privilege for your son/daughter to be a part of Marengo Athletics. With that, it is a privilege to be a parent of a son/daughter that is a part of Marengo Athletics. The purpose of this section of the Parent Handbook is to help you cope with emotions that come from a sporting event and/or season. Sportsmanship is a value the athletic program at Marengo tries to instill in each athlete; the athletic program is asking you as a parent and a spectator to help with this belief. Here are some guidelines that you should think about throughout each season:

Before Competition

- Remind your child to “give 100%, never give up, and have fun
- Make a commitment to honor the competition in action and language no matter what others may do

During Competition

- Don't add to your athlete's confusion by coaching from the stands, this may also erode an athlete's confidence. Let the coach(es) correct player mistakes.
- Cheer and acknowledge good plays/moves by both teams
- Mention good calls, but please refrain from commenting on athletes mistakes or on others' bad calls
- Don't do anything in the heat of the moment that you'll regret after the competition
- Do not criticize the opponents, their parents, coaches, or referees/umpires
- Have fun and enjoy the competition

Immediately After the Competition

- Thank the site director for doing a difficult job
- Thank the coach for their time and efforts. Understand that after a competition is not the best time to question a coach and/or official
- Congratulate your opponents for a good competition
- Congratulate all athletes involved for their efforts; regardless of the result
- Compliment individual athletes for their standout performance(s) and display(s) of sportsmanship during the competition

- Don't give too much advice. Instead, ask your athlete what they thought about the competition and be a good listener

Later After the Competition

- Point out a good play, either athletic or sportsmanlike, that your athlete made during the competition
- Do not criticize your athlete on any part of their game
 - Leave this to the coaches
 - If your athlete asks for your input, please direct them to ask their coaches, as your ideas may contradict what the coach is trying to teach
- Do not criticize your athlete's coach to your child or other parents, if you are unhappy with the coach you should raise the issue with the coach
- Ask open-ended questions about how the competition was played. Examples:
 - What were the strengths of your opponent?
 - Highs and lows of the competition?
 - How did the rest of the team perform?
- Help your athlete to focus on the performance and not the result of the competition
- Accept the results of each game. Encourage your athlete to be gracious in victory, and to turn defeat into victory by working towards improvement
- Remember your child is involved in organized sports for their enjoyment not yours

HOW TO BE A GOOD SPORTS PARENT

- **Encourage your child**, regardless of his or her degree of success or level of skill.
- **Ensure a balance** in your student athlete's life, encouraging participation in multiple sports and activities while placing academics first.
- **Emphasize enjoyment**, development of skills and team play as the cornerstones of your child's early sports experiences while reserving serious competition for the varsity level.
- **Leave coaching to coaches** and avoid placing too much pressure on your student about playing time and performance.
- **Be realistic** about your student's future in sports, recognizing that only a select few earn a college scholarship, compete in the Olympics or sign a professional contract.
- **Be there** when your child looks to the sidelines for a positive role model.

PARENT GUIDE TO DEALING WITH COACHES

What You Deserve to Hear From the Coach

- The basic requirements such as school and team policies, procedures, and expectations
- Off-season, in-season, and camp schedules
- When and where practices and competitions will take place
- Advanced notice of schedule changes
- What the coach will do if your athlete gets injured

What the Coach Deserves to Hear From You

- Advance notice of any schedule conflicts
- Concerns about your athlete and/or the coach, expressed at the proper time and place

What Concerns You May Discuss with the Coach

- How your athlete may improve
- Your athlete's behavior
- The mental and physical treatment of your athlete

What You Can Not Discuss and Must Leave to the Coach

- Overall team strategy
- Individual and/or team line-ups and playing time
- Situations dealing with other athletes
- Coaching advice for an athlete and/or team during competition

To Discuss a Concern with the Coach, Follow These Steps

- Contact the coach and arrange an appointment
- Think about what you can reasonably achieve with the discussion. Try to put yourself in the coach's position
- At the meeting, stick to discussing the facts, as you understand them
- Do not confront the coach before, during, or after a practice or competition. These can be emotional times for both the parent and coach. Such confrontations rarely resolve the situation, and often worsen it.

What to Do if This Meeting Does Not Provide Satisfactory Resolution

- Call the athletic director to set up a meeting with the athletic director, coach, and parent. At this meeting, an appropriate next step can be determined, if necessary

How badly you must want to win,
Not for yourself but me
So help me play this game dear Dad,
With dedication, and goals and dignity
It's embarrassing for me, Dad,
When you criticize my coach
If you think you can be helpful,
Then try a new approach
Call and make arrangements,
To meet him fact to face,
Far better than to yell at him
In such a public place.
I think that you will also find,
Your friendship will be sealed,
In a more conducive atmosphere,
Than on the court or field.
Please try to go along with him,
Not judging wrong or right.
You know he's got a job to do,
That must be done tonight.
As he stands alone down there,
In front of all the fans,
Help him do the job he must
By staying quiet in the stands.
Snap decisions he must make,
Under pressure of the game,
And certainly where you must sit,
Tis' not really quite the same.
Even when he calls it right,
I often make a mistake,
That surely makes him look as though
His coaching is at stake.
Sometimes he will chew me out,
Then he'll pat me on the back,
And I will get it next time
You can count on that.
He'll take the blame for losses
And walk out on a limb,
But he'll give his team credit
For each and every win.
So be there when I need you, Dad.
Shout encouragement to me